# Unit
# Mishap
# Classification/Type
# Date of Brief

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# Mishap Overview

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| | |
|---|---|
| **Who** | Name/Rank/Age/MOS of Marine(s)/Sailor(s) involved<br>Status at the time of the mishap (i,e. pedestrian/driver passenger/pilot at controls, etc.)<br>Unit, Unit Location |
| **What** | Type of mishap and short summary of the circumstances surrounding the fatality/permanent partial disability/property damage |
| **When** | **A**pproximate date/time of the mishap |
| **Where** | Basic geographic location (city/highway/cross streets any other pertinent data on the location of the mishap) |

# Profile of SNM

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**Personal Background Information**

| | |
|---|---|
| **MARITAL STATUS** | **(Single / Married / Divorced)** |
| **LOCATION OF DEPENDENTS** | |
| **DEPENDENTS:** | |
| **Name** | **(relationship/sex / date of birth)** |
| **Name** | **(relationship/sex / date of birth** |
| **RESIDENCE** | **(On/Off base; address)** |
| **RELIGION** | **(religious affiliation)** |
| **HOBBIES & INTERESTS** | **(as appropriate)** |
| **VALID DRIVER'S LICENSE** | **YES/NO (State)** |
| **DRUGS OR ALCOHOL** | **(Factor/ no factor )** |
| **BAC LEVEL** | **(As appropriate)** |
| **PERSONAL ISSUES** | **(relationship/family/pe** |

Photo
Of
Marine
(if available)

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# Profile of SNM

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**Military Background Information**

| | |
|---|---|
| **DATE ENTERED USMC** | **(xx-xx-xxxx)** |
| **DATE OF RANK** | **(xx-xx-xxxx)** |
| **DATE JOINED UNIT** | **(xx-xx-xxxx)** |
| **OIC** | **(Rank/Name)** |
| **SNCOIC** | **(Rank/Name)** |
| **MENTOR** | **(Rank/Name)** |
| **DUTY STATUS** | **(Off duty/ On duty)** |
| **DUTIES** | **(Current Billet)** |
| **WORK SCHEDULE** | **(hours prior to mishap)** |
| **ENLISTMENT WAIVERS** | **YES/NO** |
| **NJP/COURT MARTIAL HISTORY** | **(As appropriate)** |
| **DRIVER IMPROVEMENT** | **YES/NO (Provide date)** |
| **PREVIOUS DUTY STATIONS** | **(location/unit)** |
| **RECENT/PENDING DEPLOYMENT** | **OIF/OEF (date)** |
| **LAST SAFETY BRIEF** | **(Date)** |

# Summary of Events

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- Mishap Summary: provide as much detail as possible regarding the actual events leading up to the mishap, the mishap itself, and the post mishap actions by Marine(s)/ EMS/ Police/ etc. Include significant weather and any other potential contributing factors. (As many slides as necessary)
  - Include a description of any involvement of other Marines and how their actions or inactions contributed to the mishap. This involvement may have had either a positive or negative impact.
  - PMV mishaps should also address the following
    - PPE usage
    - Driving History (violations/DUIs)
    - Current Documentation (registration/insurance/inspection)
    - Vehicle condition prior to mishap

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# Summary of Events

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- Continued
  - Motorcycle mishaps should also address the following
    - PPE usage
    - Who knew the Marine owned/ rode a motorcycle
    - Type of motorcycle (sportbike/cruiser/dirt)
    - What training had the Marine attended (BRC/ERC/MSRC)
    - Did the Command enforce CMC ALMAR 014/08 and WL 02-08?
  - Aviation mishaps should also address the following
    - 30/60/90 flight data
    - Total flight time
    - Hours in T/M/S
    - Pertinent qualifications/designations
    - Known human factors/ standardization issues
    - JAG/FFPB status
    - AMB composition

# Overview of Accident Scene and Surrounding Area

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- Insert any photos that will assist ACMC to better understand the sequence of events.

# Press Interest

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- Detail any anticipated media interest and/or summarize news coverage that has occurred.

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# Family and CACO Issues

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- Notification of Next of Kin
- Status of notifications/issues encountered. (may also be in Lessons Learned)
- Other pertinent data

# CG Comments/ Lessons Learne

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- Detail any lessons learned as a result of this mishap
- Include any changes in policy or SOP that may have resulted.
- Other actions taken by the Command.
  - Stand-downs
  - Climate Assessment Survey's (eg):
    - Private Motor Vehicle
    - Drinking and driving
    - Motorcycles
    - Off Duty and Recreational
    - Ground Safety Assessment
    - Higher Headquarters

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